DOCUMENT RESUME

ED 133 038 JC 770 080

TITLE Program Development.
INSTITUTION Texas Coll. and Univ. System, Austin. Coordinating Board.
PUB DATE [76]
NOTE 95p.

EDRS PRICE MF-$0.83 HC-$4.67 Plus Postage.
DESCRIPTORS Agency Role; Codification; *College Curriculum; College Planning; College Programs; Community Colleges; Core Curriculum; Credit Courses; *Guidelines; *Junior Colleges; *Program Development; State Boards of Education; State Legislation; *State Standards; Statewide Planning; Telecourses
IDENTIFIERS *Texas

ABSTRACT

This document consists of 12 chapters pertaining to the role, scope, and functions of the Coordinating Board of the Texas College and University System in regulating Texas public junior colleges, and presents the Board rules and regulations regarding junior college program development and operations. Chapters include: (1) statutory authority of the Board; (2) general provisions; (3) core curricula for public junior colleges; (4) rules governing approval of less-than-baccalaureate programs in senior institutions; (5) rules for approval of off-campus credit courses; (6) criteria to be met in the creation of public junior colleges; (7) procedures to be followed in the creation of public junior colleges; (8) procedures for the dissolution of dormant junior college districts; (9) basic standards for public junior colleges; (10) operational provisions for public junior colleges; (11) rules for approval of academic courses for state appropriations to public community colleges; (12) rules for open-circuit television courses offered for credit by public institutions of higher education. (JDS)

****
* Documents acquired by ERIC include many informal unpublished *
* materials not available from other sources. ERIC makes every effort *
* to obtain the best copy available. Nevertheless, items of marginal *
* reproducibility are often encountered and this affects the quality *
* of the microfiche and hardcopy reproductions ERIC makes available *
* via the ERIC Document Reproduction Service (EDRS). EDRS is not *
* responsible for the quality of the original document. Reproductions *
* supplied by EDRS are the best that can be made from the original. *
****

ED133038

U.S. DEPARTMENT OF HEALTH, EDUCATION & WELFARE
NATIONAL INSTITUTE OF EDUCATION

THIS DOCUMENT HAS BEEN REPRODUCED EXACTLY AS RECEIVED FROM THE PERSON OR ORGANIZATION ORIGINATING IT. POINTS OF VIEW OR OPINIONS STATED DO NOT NECESSARILY REPRESENT OFFICIAL NATIONAL INSTITUTE OF EDUCATION POSITION OR POLICY

Coordinating Board
TEXAS COLLEGE AND UNIVERSITY SYSTEM

P.O. BOX 12788 CAPITOL STATION
AUSTIN, TEXAS 78711

HARRY PROVENCE, CHAIRMAN; NEWTON GRESHAM, VICE-CHAIRMAN; JACK ARTHUR; TONY BONILLA; G. V. BRINDLEY, JR., M.D.; O. H. ELLIOTT; JOHN W. FAINTER, JR.; MARSHALL FORMBY; BETTY JO (MRS. JESS) HAY; HAROLD D. HERNDON; FRED H. MOORE; L. F. PETERSON; RICHARD S. SLOCOMB; RALPH SPENCE; R. PAUL TEAGUE, SR.; WAYNE E. THOMAS; M. HARVEY WEIL; AND SAM D. YOUNG, JR.; KENNETH H. ASHWORTH, COMMISSIONER.

An Equal Opportunity Employer

JC 770 080

STATUTORY CODES-AUTHORITY AND FUNCTIONS
251.02.01

Table of Contents

Rule		Page
001.	Classification of Public Institutions	1
002.	Role and Scope of Public Institutions	1
003.	Maximum Enrollment for Public Institutions	1
004.	Board Orders Affecting Classification or Role and Scope	2
005.	Continuing Study of Programs	2
006.	Initiation, Consolidation, and Elimination of Degree and Certificate Programs	3
007.	Approval of New Programs	3
008.	Expansion of Existing Programs	4
009.	Maximum Enrollment for Programs	4
010.	Technical-Vocational Programs	4
011.	Basic Core Curricula	5
012.	Research, Extension and Public Service Programs	5
013.	Off-Campus Courses	6
014.	Adult and Continuing Education Programs	6
015.	List of Courses: Annual Submission to the Board	6
016.	Board Orders Affecting Programs	7
017.	Control of Public Junior Colleges	7
018.	Powers Respecting Junior Colleges	8
019.	Junior College Branch Campuses	9
020.	Educational Opportunities for Disadvantaged Junior College Districts	10
021.	Training Programs for Teachers of Disadvantaged Junior College Students	11
022.	Regulation of Courses Offered by Institutions Outside Texas	12
023.	Regulation of Degrees of Private Institutions	12
024.	Federal Programs	13

STATUTORY CODES-AUTHORITY AND FUNCTIONS
251.02.01.001-024

001. CLASSIFICATION OF PUBLIC INSTITUTIONS. (a) The Coordinating Board, Texas College and University System, hereinafter referred to as the board, shall define a junior college, a senior college, a university, and a university system; provided, that nothing in this code may be construed to authorize the board to establish or create any university system or to alter any university system presently existing by virtue of statute or the constitution of this state.

(b) The board shall classify each public institution of higher education in Texas, shall make such changes in classification as it deems necessary, and shall hear applications from the institutions for changes in classification.

(c) The board shall develop and publish criteria to be used as a basis for determining the need for changing the classification of any public institution of higher education and for determining the need for new public junior colleges, public senior colleges, universities, or university systems. (VTCA 61.051)

002. ROLE AND SCOPE OF PUBLIC INSTITUTIONS. The board shall prescribe the role and scope for each public institution of higher education in Texas, shall make such changes in role and scope of each institution as it deems necessary, and shall hear applications from the institutions for changes in role and scope. (VTCA 61.051)

003. MAXIMUM ENROLLMENT FOR PUBLIC INSTITUTIONS. The board shall make recommendations to the legislature with respect to maximum enrollment limits

for each public institution of higher education in the State of Texas.

(VTCA 61.051)

004. BOARD ORDERS AFFECTING CLASSIFICATION OR ROLE AND SCOPE. (a) Any order of the board affecting the classification or role and scope of any institution of higher education may be entered only after:

(1) a written factual report and recommendations from the Commissioner of Higher Education, hereinafter referred to as the commissioner, covering the matter to be acted on have been received by the board and distributed to the governing board and the administrative head of the affected institution;

(2) the question has been placed upon the agenda for a regularly scheduled quarterly meeting; and

(3) the governing board of the affected institution has had an opportunity to be heard.

(b) Notice of the board's action shall be given in writing to the governing board concerned not later than four months preceeding the fall term in which the change is to take effect.

(VTCA 61.053)

005. CONTINUING STUDY OF PROGRAMS. The board shall review periodically all degree and certificate programs offered by the institutions of higher education to assure that they meet the present and future needs of the state.

(VTCA 61.051)

006. INITIATION, CONSOLIDATION, AND ELIMINATION OF DEGREE AND CERTIFICATE PROGRAMS.

(a) The board shall order the initiation, consolidation, or elimination of degree or certificate programs where that action is in the best interest of the institutions themselves or the general requirements of the State of Texas, or when that action offers hope of achieving excellence by a concentration of available resources.

(b) The board shall develop and promote one or more degree or certificate programs to the highest attainable quality at each institution of higher education for which the particular institution is uniquely suited and for which there is marked promise of excellence.

(VTCA 61.051)

007. APPROVAL OF NEW PROGRAMS. (a) No new department, school, degree program, or certificate program may be added at any institution of higher education except with specific prior approval of the board.

(b) No new department, school, degree program, or certificate program approved by the board may be initiated by an institution of higher education until the board has made a written finding that the department, school, degree program, or certificate program is adequately financed by legislative appropriation, by funds allocated by the board, or by funds from other sources.

(c) No funds appropriated to any institution of higher education may be expended for any program which has been disapproved by the board, unless the program is subsequently specifically approved by the legislature.

(VTCA 61.051 & 61.054-55)

008. EXPANSION OF EXISTING PROGRAMS. Once approved, no department, school, degree program, or certificate program at any institution of higher education may be expanded to include subject matter courses that are outside of approved degree and certificate programs except with specific prior approval of the board. (VTCA 61.051)

009. MAXIMUM ENROLLMENT FOR PROGRAMS. The board may recommend to the legislature maximum enrollment limits for any department, school, degree program, or certificate program at any public institution of higher education in the State of Texas.
(VTCA 61.051)

010. TECHNICAL-VOCATIONAL PROGRAMS. (a) The board shall encourage and develop in cooperation with the State Board for Vocational Education new certificate programs in technical and vocational education in institutions of higher education as the needs of technology and industry may demand and shall recommend the elimination of certificate programs for which a need no longer exists.

(b) The board may contract with the State Board of Education (State Board for Vocational Education) so that the board may assume the leadership role and administrative responsibilities of the State Board for Vocational Education for state level administration of technical-vocational education programs in Texas public community colleges, public technical institutes, and other eligible public postsecondary institutions.

(c) A joint committee was created for the purpose of advising the two participating boards, the State Board for Vocational Education and the

Coordinating Board,Texas College and University System, in coordinating approval and funding of vocational-technical occupational programs and vocational-technical teacher education programs offered or proposed to be offered in the colleges and universities of this state. The committee is composed of three members from the State Board for Vocational Education appointed by the chairman of that governing board, three members from the Coordinating Board, Texas College and University System appointed by the chairman of the coordinating board, and three members from the Advisory Council for Technical-Vocational Education appointed by the chairman of the advisory council, so that program approval and program funding may be compatible endeavors. The committee holds regularly scheduled meetings for the purpose of coordinating and developing planning efforts of the two boards, their staffs, and advisory personnel through the exchange of information and through the development of suggestions and recommendations.

(VTCA 61.051 & 31.81-83)

011. BASIC CORE CURRICULA. The board shall develop and promulgate a basic core of general academic courses which, when offered at a junior college during the first two years of collegiate study, shall be freely transferable among all public institutions of higher education in Texas which are members of recognized accrediting agencies on the same basis as if the work had been taken at the receiving institution.

(VTCA 61.051)

012. RESEARCH, EXTENSION AND PUBLIC SERVICE PROGRAMS. (a) The board shall make continuing studies of the needs of the state for research and for

extension and public services and designate the institutions of higher education to perform research, public service, and extension programs, including limitation of extension programs for credit to specific geographic areas.

(b) The board shall maintain an inventory of all institutional and programmatic research, extension, and public service activities being conducted by the various institutions, whether state-financed or not.

(c) Once a year, on dates prescribed by the board, each institution of higher education shall report to the board all research conducted at that institution during the last preceeding year. All reports required by this section shall be made subject to the limitations imposed by security regulations governing defense contracts for research.
(VTCA 61.051)

013. OFF-CAMPUS COURSES. No off-campus courses for credit may be offered by any public college or university without specific prior approval of the board.
(VTCA 61.051)

014. ADULT AND CONTINUING EDUCATION PROGRAMS. The board shall establish regulations for the coordination of credit and non credit activities of adult and continuing education by public colleges and universities.
(VTCA 61.051)

015. LIST OF COURSES: ANNUAL SUBMISSION TO THE BOARD. (a) Each governing board shall submit to the board once each year on dates designated by the board and in the manner prescribed by the board a comprehensive list by department, division, and school of all courses, together with a description

of content, scope, and prerequisites of all these courses, that will be offered by each institution under the supervision of that governing board during the following academic year.

(b) The board may order the deletion or consolidation of any courses so submitted after giving due notice with reasons for that action and after providing a hearing if one is requested by the governing board involved.
(VTCA 61.052)

016. BOARD ORDERS AFFECTING PROGRAMS. (a) Any order of the board affecting the programs of any institution of higher education may be entered only after;

(1) a written factual report and recommendations from the Commissioner of Higher Education covering the matter to be acted on have been received by the board and distributed to the governing board and the administrative head of the affected institution;

(2) the question has been placed upon the agenda for a regularly scheduled quarterly meeting; and

(3) the governing board of the affected institution has had an opportunity to be heard.

(b) Notice of the board's action shall be given in writing to the governing board concerned not later than four months preceeding the fall term in which the change is to take effect.
(VTCA 61.053)

017. CONTROL OF PUBLIC JUNIOR COLLEGES. (a) The board shall exercise, under the acts of the legislature, general control of the public junior colleges of this state. All authority not vested in the board is reserved and retained

locally in each respective public junior college district or the governing board of each public junior college as provided in the applicable laws.

(b) The board has the responsibility for adopting policies, enacting regulations, and establishing general rules necessary for carrying out the duties with respect to public junior colleges placed upon it by the legislature. The commissioner is responsible for carrying out these policies and enforcing these rules and regulations.

(VTCA 61.060-61)

018. POWERS RESPECTING JUNIOR COLLEGES. (a) The board may authorize the creation of public junior college districts as provided in the applicable laws. In the exercise of this authority the board shall give particular attention to the need for a public junior college in the proposed district, and the ability of the district to provide adequate local financial support.

(b) The board may dissolve any public junior college district which has failed to establish and maintain a junior college in the district within three years from the date of its authorization.

(c) The board may adopt standards for the operation of public junior colleges and prescribe rules and regulations for them.

(d) The board may require of each public junior college whatever report it deems necessary in accordance with its rules and regulations.

(e) The board may establish advisory commissions composed of representatives of public junior colleges and other citizens of the state to provide advice and counsel to the board with respect to public junior colleges.

(VTCA 61.062)

019. JUNIOR COLLEGE BRANCH CAMPUSES. (a) The board of trustees of a junior college district may establish and operate branch campuses, centers, or extension facilities, without regard to the geographical bounds of the junior college district, provided that each branch campus, center, or extension facility and each course or program offered in such locations is subject to the prior and continuing approval of the Coordinating Board, Texas College and University System. Such branch campuses, centers, or extension facilities shall be within the role and scope of the junior college as determined by the Coordinating Board, Texas College and University System.

(b) The board of trustees of a junior college district may accept or acquire by purchase or rent land and facilities in the name of the junior college district without regard to the geographical bounds of the junior college district.

(c) Before any course may be offered by a junior college within the district of another operating public junior college it must be established that the second public junior college is not capable of or is unable to offer the course. If the course is to be offered in a county which has a population of more than 97,500 persons, according to the last preceeding federal census, and which has no state-supported senior college or university within its boundaries, it must also be established that any other college or university in the county is not able and willing to offer the course. After the need is established and the course is not locally available, then the first junior college may offer the course when approval is granted by the Coordinating Board, Texas College and University System.

(d) The board of trustees of a junior college district may enter cooperative agreements with independent, common, or county school districts,

state or federal agencies as may be required to perform the services as outlined in this code.

(e) Out-of-district branch campuses, centers or extension facilities of junior colleges existing prior to September 1, 1971, shall be reviewed by the Coordinating Board, Texas College and University System to determine their feasibility and desirability with respect to the junicr college and the population of the geographical area served by the branch campus, center or extension facility.

(VTCA 130.086)

020. EDUCATIONAL OPPORTUNITIES FOR DISADVANTAGED JUNIOR COLLEGE STUDENTS.

(a) It is the purpose of this code to enable each junior college which fulfills the provisions of this code to provide useful and meaningful educational programs for any person 17 years of age or older with a high school diploma or its equivalent, or for any person 18 years of age regardless of prior educational experience, cultural background, or economic resources.

(b) A junior college may develop programs to serve persons from backgrounds of economic or educational deprivation by submission of a plan based on the following criteria to the Coordinating Board, Texas College and University System:

(1) an instructional program that accomodates the different learning rates of students and compensates for prior economic and educational deprivation;

(2) an unrestricted admissions policy allowing the enrollment of any person 18 years of age or older with a high school diploma or its equivalent who can reasonably be expected to benefit from instruction;

(3) the assurance that all students, regardless of their differing programs of study, will be considered, known, and recognized as full members of the student body, provided that the administrative officers of a junior college may deny admission to a prospective student or attendance of an enrolled student if, in their judgment, he would not be competent to benefit from a program of the college, or would by his presence or conduct create a disruptive atmosphere within the college not consistent with the statutory purposes of the college;

(4) the submission of a plan for a financial aid program which removes to the maximum extent possible the financial barriers to the educational aspirations of the citizens of this state;

(5) an annual evaluation report based on scientific methods and utilizing control groups wherever possible to be submitted to the coordinating board at the end of each school year, covering each remedial-compensatory course or program offered at the college;

(6) any other criteria consistent with the provisions of this code specified by the coordinating board; and

(7) a junior college must obtain approval of the Coordinating Board, Texas College and University System, before offering any courses under the provisions of this code.

(VTCA 130,151-52)

021. TRAINING PROGRAMS FOR TEACHERS OF DISADVANTAGED JUNIOR COLLEGE STUDENTS.

(a) The board shall plan, initiate, and finance programs of teacher training for the teaching of educationally, economically, socially, and culturally disadvantaged students in the public junior colleges, to be

provided at selected institutions in the state which prepare people to teach in the public junior colleges.

(b) The board shall sponsor and finance:

(1) summer institutes for junior college teachers on how to teach the disadvantaged student; and

(2) regional in-service training workshops in different parts of the state for those teachers currently teaching remedial-compensatory courses and programs for disadvantaged students.

(c) The board shall serve as a central clearinghouse of information on remedial-compensatory education courses and programs for all public junior colleges in order to provide a statewide coordinated effort in the development of these courses and programs.

(d) The legislature shall appropriate funds to implement the provisions of this code.

(VTCA 61.0631)

022. REGULATION OF COURSES OFFERED BY INSTITUTIONS OUTSIDE TEXAS. Public institutions of higher education established outside the boundaries of the State of Texas must have the approval of the board in accordance with rules adopted by the board before offering a course or a grouping of courses within the State of Texas.

(VTCA 61.401-05)

023. REGULATION OF DEGREES OF PRIVATE INSTITUTIONS. No person may grant or award a degree on behalf of a private institution of higher education or enroll students for courses unless the institution has been issued a certificate of

authority to grant the degree by the board in accordance with rules adopted by the board governing the issuance of certificates of authority.

(VTCA 61.301-17)

024. FEDERAL PROGRAMS. The board shall formulate a State Plan for Participation in the grant program for community service and continuing education programs under Title I of the Higher Education Act of 1965.

(Title I of the Higher Education Act of 1965-P.L. 89-329)

Program Development

GENERAL PROVISIONS
251.02.02

Table of Contents

Rule		Page
001.	Degree Terminology	1
002.	Grants for Community Service Programs	2

GENERAL PROVISIONS
251.02.02.001-002

001. DEGREE TERMINOLOGY. (a) The "Associate in Science Degree" and the "Associate in Arts Degree" are collegiate degrees related to the Baccalaureate Degrees in Science and Arts.

(b) The "Associate in Applied Science Degree" and the "Associate in Applied Arts Degree" are technical certificates issued to students who complete occupational curriculums of collegiate level and character.

(c) The term "Applied" in an Associate Degree name is the distinguishing characteristics of the technical certificate of collegiate rank.

(d) The "Bachelor of General Studies Degree" applies to undergraduate programs which are designed principally to admit mature students who seek a flexible degree program and who do not desire or may not meet prerequisites of a highly structured traditional degree program, and to permit students to plan, with advisement, an individualized program with access to a wide range of academic disciplines and fields of professional study.

(e) The "Master of Arts in Interdisciplinary Studies Degree" and the "Master of Science in Interdisciplinary Studies Degree" are broad interdisciplinary graduate programs designed primarily for the mature student.

(f) The "Bachelor of Science in Criminal Justice Degree" and the "Bachelor of Arts in Criminal Justice Degree" are baccalaureate degrees in Criminal Justice/Law Enforcement and the major or areas of concentration will be separately named in each degree at the baccalaureate level; such as "Bachelor of Science in Criminal Justice Degree with major in Corrections". Those

institutions with existing, previously approved baccalaureate degrees under another name on July 18, 1975 are encouraged but not required to adopt the new terminology.

002. GRANTS FOR COMMUNITY SERVICE PROGRAMS. (a) The awarding of grants for community service and continuing education programs available under Title I of the Higher Education Act of 1965 shall be governed by the provisions of the May, 1975 edition of the State Plan for the Community Service Programs under Title I of the Higher Education Act of 1965. Copies are available in the Coordinating Board offices.

(b) The Commissioner of Higher Education, in consultation with the Community Service and Continuing Education Advisory Committee and it's sub-committees may extend the grant period of projects or, near the termination date of a project, transfer unexpended funds to other projects approved in the same fiscal year.

EFFECTIVE DATE OF RULES. These rules are effective on January 1, 1976 as adopted by the board on May 15, 1967, December 12, 1966, January 17, 1975, May 14, 1975 and July 18, 1975.

Program Development

CORE CURRICULA FOR PUBLIC JUNIOR COLLEGES
251.02.05

Table of Contents

Rule		Page
001.	General Provisions	1
002.	Core Curriculum for Selected Major Fields	3
003.	Core Curriculum in Law Enforcement	5
004.	Core Curriculum in Art	6
005.	Core Curriculum in Agricultural Sciences	12

CORE CURRICULA FOR PUBLIC JUNIOR COLLEGES
251.02.05.001-005

001. GENERAL PROVISIONS. (a) The mandatory provisions regarding transfer of college credits pertain only to credits earned at a Texas public junior college or university accredited by the Southern Association of Colleges and Schools.

(b) Each Texas public senior college or university shall accept credits earned by any student transferring from an accredited Texas public junior college provided such credits are within the core curriculum of the student's declared major field. However, for purposes of degree requirements in a specified area, no senior institution shall be required to accept as credit for a degree any course which is identified in its own catalogue as not being of collegiate level. The senior college or university shall grant the student full value toward degree requirements as these are stated in the catalogue of the senior institution and as they apply to the student's declared major.

(c) Inasmuch as the core curricula do necessarily depend upon the student's major, he shall be required to declare his major field no later than the end of his first year of attendance at the junior college and upon request for admission by transfer to a senior institution.

(d) The student shall not be required to complete the entire core curriculum for it to be valid and freely transferable, but any sub-item shall also be freely transferable, provided such item was completed prior to original registration in the senior institution.

(e) The senior institution shall give any student transferring to it from a junior college the same choice in the catalogue designating the degree requirements as the student would have had if his dates of attendance at the

senior institution had been the same as his date of attendance at the junior college.

(f) The core curriculum places no limitations on the admission of a student transferring from a junior college or any other senior institution, but it does require the senior institution to evaluate transferred credits of admissible transfer students on the same basis as if the work had been taken and earned at that senior institution.

(g) The senior institutions shall notify all public institutions and the Coordinating Board and its staff of curricular change which will affect the transferring students at least a calendar year in advance of the effective date of that change.

(h) Each junior college shall clearly identify on a student's transcript those courses which are considered to be "core" courses. The identification should be in the form of a small letter "c" after the title of the course on the student's transcript.

(i) Courses in physical training (required physical education activities courses) are excluded from the core curricula.

(j) Concerning credits earned by a student in a junior college, no senior institution shall be required to accept by transfer or toward a degree more than 66 semester credit hours, or one-half of the degree requirements if these constitute fewerthan 66 hours. In addition to the courses listed in the core curricula, the senior institutions may count additional lower division courses which are generally acceptable in the student's major to give the total of 66 hours, or one-half of the degree requirements if these constitute fewer than 66 hours. Although no senior institution is required by this policy to

accept more than 66 hours, the senior institution may accept additional hours.

(k) The senior college shall recognize credits earned by advanced standing examination in the junior college, but such advanced standing credit shall be a part of the core curriculum and shall not serve to extend or enlarge the number of credits transferable.

(l) Pending later and additional recommendations of the Coordinating Board, the junior colleges shall exercise prudent judgement in the course content of courses which shall qualify within the core curricula. In courses in the natural sciences and mathematics, due regard should be given to course content for science, mathematics, and engineering majors as may be the practice in a majority of the senior colleges. Attention must be given to course prerequisites or concurrent course enrollment requirements.

002. CORE CURRICULUM FOR SELECTED MAJOR FIELDS. (a) The core curriculum for the Bachelor of Arts Degree in Arts and Sciences and the Bachelor of Science Degree in Mathematics and Natural Sciences shall be:

(1) English Language Proficiency (6 hours, i.e. freshman English)

(2) Literature (6 hours)

(3) Government (6 hours to meet state statute requirement)

(4) History (6 hours to meet state statute requirement)

(5) Natural Science A (6-8 hours Biological Science)

(6) Natural Science B (6-8 hours Physical Science)

(7) Mathematics (6 hours collegiate level)

(8) Foreign Language (12-14 hours in a single language for the B.A. degree, 6-8 hours in a single language for the B.S. degree)

(9) Humanities Electives - (6 hours excluding courses in literature beyond (2) above also no more than 12-14 hours of foreign Language may be used in (8) and (9) combined)

(b) The core curriculum for the Bachelor's Degree in Business Administration (including Accounting) shall be:

(1) English Language Proficiency (6 hours, i.e. freshman English)

(2) Literature (6 hours)

(3) Government (6 hours to meet state statute requirement)

(4) History (6 hours to meet state statute requirement)

(5) Natural Science A (6-8 hours)

(6) Mathematics (6 hours college algebra plus sequential course appropriate to a business degree)

(7) Humanities Electives - (9 hours excluding courses in literature beyond (2) above.

(8) Special Courses (6 hours of Economics, 6 hours of Accounting)

(c) The core curriculum for the Bachelor's Degree in Engineering shall be:

(1) English Language Proficiency (9 hours, i.e. freshman English)

(2) Government (6 hours to meet state statute requirement)

(3) History (6 hours to meet state statute requirement)

(4) Natural Science A (8 hours of Chemistry. The content and mathematics prerequisite and corequisites to be the same as in the curricula of ECPD accredited senior colleges)

(5) Natural Science B (8 hours of Physics. The content and mathematics prerequisite and corequisites to be the same as in the curricula of ECPD accredited senior colleges)

(6) Mathematics (9 hours of analytical geometry and calculus)

(7) Humanities Electives (3 hours to satisfy ECPD requirements)

(8) Special Courses (3 hours in Engineering Mechanics and 2 hours in Engineering Graphics. The content and mathematics prerequisites and co-requisites to be the same as in the curricula of ECPD accredited senior colleges)

003. CORE CURRICULUM IN LAW ENFORCEMENT. (a) The core curriculum in Law Enforcement with liberal arts sequence shall be:

(1) Law Enforcement (21 hours. Seven courses as listed in Section (b) of this rule)

(2) English (9-12 hours)

(3) Government (6 hours)

(4) History (6 hours)

(5) Science and/or Foreign Language (8-12 hours)

(6) Humanities and Other Electives (8-15 hours)

(7) Total not to exceed 66 hours

(b) The seven courses in the core curriculum, all at the lower division, are:

(1) Introduction to Law Enforcement. History, development and philosophy of law enforcement in a deomocratic society; introduction to agencies involved in the administration of criminal justice; career orientation. (3 semester hours)

(2) Police Organization and Administration. Principles of organization and management as applied to law enforcement agencies; introduction to concepts of organizational behavior. (3 semester hours)

(3) Police Role in Crime and Delinquency. Study of deviant

behavior and current criminological theories, with emphasis on police applications; crime prevention and the phenomena of crime as it relates to juveniles. (3 semester hours)

(4) Criminal Investigation. Introduction to the fundamentals of criminal investigation, including theory and history, conduct at crime scenes, collection and preservation of evidence. (3 semester hours)

(5) Legal Aspects of Law Enforcement. History and philosophy of modern criminal law, including the structure, definition and application of statutes and leading case law; the elements of crimes and penalties; general provisions of the Penal Code. (3 semester hours)

(6) Criminal Procedure and Evidence. Introduction to the rules governing the admissibility of evidence and types of evidence; criminal procedure in various courts, review of the Texas Code of Criminal Procedure, including laws of arrest, search and seizure, and leading case law on each topic. (3 semester hours)

(7) Police-Community Relations. The role of the individual officer in achieving and maintaining positive public response; inter-group relations and public information. (3 semester hours)

004. CORE CURRICULUM IN ART. (a) General provisions for the core curriculum in Art are as follows:

(1) Efforts will be made to standardize titles of the freshmen and sophomore core curricula art courses throughout all colleges and universities in Texas, e.g., freshman drawings should be designated as Drawing I and Drawing II; freshman design should be designated as Design I and Design II; freshman art history should be designated as Art History I and Art History II.

(2) All art courses which are to be freely transferable will consist of three semester hours of credit each.

(3) The letter grade "C" will be the minimum prerequisite grade for continuing studio courses in sequence.

(4) The three:one (clock hours vs. credit hours) ratio is recommended for the professionally oriented student since it is required by the nationally accredited schools. The two:one ratio in all studio courses with outside assignments is recommended as a minimum standard, providing that required outside work is stated in the course description.

(5) Service courses in art should continue on the two:one ratio.

(6) Lecture courses in art (i.e., Art History, Art Appreciation) should be on the one:one ratio.

(7) Not more than 30 semester credit hours in art courses may be transferred or, not more than one-half of the art credits required for a four-year baccalaureate degree. If any courses are transferred to a senior college or university or if such courses are not specified in the degree program being pursued by the student at the senior college or university, the courses may be counted as electives in the senior college or university degree curriculum. If the number of such courses exceeds the electives permitted in the student's degree program, credit for such courses will be recorded on the student's transcript but will not replace courses within the minimum hours required for the degree being pursued. Any student in a public community college planning to draw heavily upon the courses in the list of electives would be well advised to consult the catalogues of institutions to which he would propose to transfer.

(b) The core curriculum in Art at the freshman level shall be:

(1) General Courses; 42-52 hours:

(A) English (6-12 hours)

(B) Government (6 hours)

(C) History (6 hours)

(D) Sciences (6-8 hours)

(E) Mathematics (6 hours)

(F) Foreign Language (6-8 hours)

(G) Humanities and/or Social Sciences (6 hours)

(2) Freshman Art Core Curriculum; 15-18 hours:

(A) Art History I, II, or Art Appreciation (6 hours)

(B) Drawing I, II (6 hours)

(C) Design I, II (6 hours)

(c) Prerequisites of sophomore art courses are applicable for the professional art student. However, at the discretion of the chairman of the individual art departments, these prerequisites may be waived for such reasons as allowing for advanced placement of students, providing classes for non-professional art students and/or non-degree students, or arranging for the individual student with a unique circumstance, e.g., the handicapped. Core curriculum in Art at the sophomore level shall be:

(1) Sophomore Art Core Curriculum; 6-12 hours:

(A) Drawing III (3 hours)

(B) Design III (3 hours)

(C) Painting I (3 hours)

(D) Sculpture I (3 hours)

(2) Electives; 9 hours maximum:

(A) Drawing IV (3 hours)

(B) Painting II (3 hours)

(C) Sculpture II (3 hours)

(D) Design IV (3 hours)

(E) Ceramics I, II (6 hours)

(F) Printmaking I, II (6 hours)

(G) Photography I, II (6 hours)

(H) Advertising Art I, II (6 hours)

(I) Interior Design I, II (6 hours)

(J) Art Metals I, II (6 hours)

(K) Handweaving I, II (6 hours)

(d) Suggested guidelines for Art Core Curriculum courses, titles, and descriptions are as follows:

(1) Freshman Art Core:

(A) Drawing I. A beginning course investigating a variety of media, techniques and subjects, exploring perceptual and descriptive possibilities with consideration of drawing as a developmental process as well as an end in itself.

(B) Drawing II. Prerequisite: Drawing I. Expansion of Drawing I stressing the expressive and conceptual aspects of drawing including the human figure within a spatial environment.

(C) Design I. Emphasis upon 2-dimensional design; includes the fundamentals of line, color, form, texture, shape, space, and arrangement.

(D) Design II. Prerequisite: Design I. Continuation of Design I with emphasis upon 3-dimensional concept.

(E) Art History Survey I. A survey of painting, sculpture, architecture, and the minor arts from prehistoric times to the 14th century.

(F) Art History Survey II. A survey of painting, sculpture, architecture, and the minor arts from the 14th century to the present.

(G) Art Appreciation. A general education course open to all; design principles from the layman's point of view. Critical evaluation of selected works of painting, sculpture, architecture, industrial design related to everyday life.

(2) Sophomore Art Core:

(A) Drawing III. Prerequisite: Freshman Studio Core. A life drawing course emphasizing structure and action of the human figure.

(B) Painting I. Prerequisite: Freshman Studio Core. Exploring the potentials of painting media with emphasis on color and composition.

(C) Sculpture I. Prerequisite; Freshman Studio Core. An exploration of various sculptural approaches in a variety of media including additive and subtractive techniques.

(D) Design III. Prerequisite: Freshman Studio Core. An advanced investigation into the problems of two-dimensional form, with emphasis on individual expression.

(3) Electives suitable for substitution in the Sophomore Art Core:

(A) Drawing IV. Prerequisite: Drawing III. A continuation of Drawing III with emphasis on individual expression.

(B) Painting II. Prerequisite: Painting I. Continuation of Painting I with emphasis on individual expression.

(C) Sculpture II. Prerequisite: Sculpture I. A continuation of Sculpture I with emphasis on individual expression.

(D) Design IV. Prerequisite: Design III. An advanced

investigation into the problems of three-demensional form with emphasis on individual expression.

(E) Ceramics I. Prerequisite: Freshman Studio Core. An introduction to basic ceramic processes.

(F) Ceramics II. Prerequisite: Ceramics I. Opportunities for specialization in ceramic processes.

(G) Printmaking I. Prerequisite: Freshman Studio Core. An introduction to the basic printmaking processes including planographic, intaglio, stencil, and relief.

(H) Printmaking II. Prerequisite: Printmaking I. Opportunities for specialization and experimentation in printmaking processes.

(I) Photography I. Prerequisite: Freshman Studio Core. An introduction to basic photographic processes and techniques used as an art medium.

(J) Photography II. Prerequisite: Photography I. Advanced study of photography as an art medium.

(K) Advertising Art I. Prerequisite: Freshman Studio Core. An introduction to the basic processes and techniques of advertising art.

(L) Advertising Art II. Prerequisite: Advertising Art I. Advanced study of advertising art and production.

(M) Interior Design I. Prerequisite: Freshman Studio Core. Introduction to professional practices of interior design.

(N) Interior Design II. Prerequisite: Interior Design I. Further investigation into professional practices of interior design.

(O) Art Metals I. Prerequisite: Freshman Studio Core. Basic techniques in working with non-ferrous metals.

(P) Art Metals II. Prerequisite: Art Metals I. Further investigation of techniques and processes.

(Q) Handweaving I. Prerequisite: Freshman Studio Core. Basic techniques in handweaving.

(R) Handweaving II. Prerequisite: Handweaving I. Further investigation of handweaving techniques and processes.

005. CORE CURRICULUM IN AGRICULTURAL SCIENCES. (a) All general provisions in Rule 001 of the Core Curricula for Public Junior Colleges in Texas apply to the core curriculum in the agricultural sciences.

(b) Core courses in agricultural science represent a minimum, not maximum, number of freely transferable hours. Agricultural science courses not listed in the core curriculum may be accpeted at the discretion of the institution receiving the transfer student as follows:

(1) If any agricultural science courses are transferred to a senior institution and such courses are not specified in the degree program to be pursued by the student at the senior institution, the courses may be counted as lower-division electives in the senior institution's degree program.

(2) If the number of such courses as described in (1) above exceeds the number of lower-division electives permitted in the student's degree program, credit for such courses will be recorded on the student's transcript but will not replace courses within the minimum hours required for the degree being pursued. No lower-division course may be substituted for an advanced course offered at a senior institution.

(3) Any student in a public community/junior college planning to draw heavily upon agricultural science courses not listed in the core

curriculum (or in amounts beyond the minimum number of freely transferable hours) should be advised to consult the catalog of the institution to which he or she proposes to transfer.

(c) Core courses in agricultural science described below and marked with an asterisk (*) shall be freely transferable whether offered in public community/junior colleges as university-parallel general academic courses or as integral components of an approved post-secondary occupational-technical program in agricultural education, provided that course content and lecture/laboratory requirements meet at least the minimums as set out in the guidelines contained herein. Only those occupational-technical courses corresponding to appropriate lower-division general academic courses may be transferred to a senior institution as credit toward the bachelor's degree in agricultural science. Core curriculum for the Bachelor's Degree in the Agricultural Sciences shall be 51-55 hours as follows:

(1) English Language Proficiency (9 hours which may include 3 hours of technical writing, journalism or speech)

(2) Literature (3 hours)

(3) History (6 hours to meet state statute requirements)

(4) Government (6 hours to meet state statute requirements)

(5) Chemistry (6-8 hours of chemistry for science majors)

(6) Biology (6-8 hours of biology for science majors to include both animal and plant biology)

(7) Mathematics (6 hours of college algebra or higher)

(8) Agricultural Science courses

(A) Animal Science (3 hours which may include general animal science*, dairy science, or poultry science)

(B) Plant Science (3 hours which may include general crop production*, agronomy*, horticulture*, or floriculture)

(C) Agricultural Economics (3 hours of principles of economics or agricultural economics*)

(9) Additional elective hours may be taken to give a total of 66 hours (or one-half of the senior institution degree requirements if these constitute less than 66 hours).

(d) Suggested guidelines for Agricultural Science core curriculum courses, titles, descriptions, and hours are as follows:

(1) Animal Science/Husbandry. A study of the livestock industry: types and breeds of animals; production; development; evaluation; and marketing. (3 semester credit hours, 2 lecture hours, 2 laboratory hours)

(2) Dairy Science. A study of the dairy industry: types and breeds of dairy animals; production; development; evaluation; and marketing. (3, 2, 2)

(3) Poultry Science. A study of the poultry industry: types of poultry; production; development; evaluation; and marketing. (3, 2, 2)

(4) Fundamentals of Crop Production/Agronomy. A study of the classification, distribution, adaptation, and the various aspects of production of field crops. (3, 2, 2)

(5) Horticulture. A study of the principles and practices of production, propagation, and marketing of fruits, vegetables, and ornamentals. (3, 2, 2)

(6) Floriculture. A study of the principles and practices of production, propagation, and marketing of flowers. (3, 2, 2)

(7) Principles of Economics. The development and application of economic theory underlying the production, distribution, and exchange of goods and services. (3, 3, 0)

(8) Agricultural Economics. A study of fundamental economic principles as related to agriculture. (3, 3, 0)

(9) Semester credit/lecture/laboratory hour configurations contained herein are intended as minimal guidelines only; adjustments/modifications within or requirements above these are permissable.

EFFECTIVE DATE OF RULES. These rules are effective on January 1, 1976 as adopted by the board on October 16, 1967 and amended by the board on January 20, 1969, April 21, 1969, February 25, 1972, December 1, 1972, and October 17, 1975.

RULES REGARDING APPROVAL OF LESS-THAN-BACCALAURATE PROGRAMS IN SENIOR INSTITUTIONS
251.02.11

Table of Contents

Rule		Page
001.	General Policy	1
002.	Circumstances for Consideration of Proposals from Senior Institutions	1
003.	Criteria for Approval of Programs in Senior Institutions	2
004.	Procedures for Evaluation of Program Proposals	3

RULES REGARDING APPROVAL OF LESS-THAN-BACCALAUREATE PROGRAMS IN SENIOR INSTITUTIONS
251.02.11.001-004

001. GENERAL POLICY. One and two-year, especially technical-vocational, post-secondary education programs should be delivered primarily by community junior colleges. These institutions are uniquely suited by virtue of their specialized mission, local governance, and student support services to provide such less-than-baccalaureate educational opportunities in an efficient and economical manner. The predominance of community junior colleges in this field ought not be disturbed. Exceptions to this rule will be considered only under specific circumstances, and any approvals will be subject to criteria designed to meet the objectives of providing students with marketable skills and insuring a skilled labor force to meet community and regional needs.

002. CIRCUMSTANCES FOR CONSIDERATION OF PROPOSALS FROM SENIOR INSTITUTIONS. A less-than-baccalaureate program proposal from a senior institution will be considered only if:

(1) there is no community junior college within a reasonable commuting/delivery distance which can provide the proposed program(s) within a designated time period;

(2) the potential for cooperative agreements between area junior colleges and senior institutions, involving shared use of resources, has been fully explored; and

(3) the proposing senior institution possesses faculties, on-campus facilities, and/or other resources to offer particular specialized

programs which are not feasible or desirable on the part of community junior colleges.

003. CRITERIA FOR APPROVAL OF PROGRAMS IN SENIOR INSTITUTIONS. A proposed less-than-baccalaureate program in a senior institution must meet the following criteria:

(1) There should be a demonstrated or well-documented need for the program in terms of present and future employment opportunities and manpower requirements, as determined through comprehensive community and/or regional occupational and manpower surveys.

(2) Student needs, as revealed through orientation sessions and interest surveys, should support the requested program.

(3) Community and/or regional interest, as indicated through surveys of representative groups of business people and the counsel of advisory committee members, should demonstrate suitability of the proposed curriculum for identified area employment opportunities.

(4) The expressed interest and desire of the senior institution for meeting the less-than-baccalaureate education needs of potential students should be supported by assurances that special support services normally afforded students in similar programs in community junior colleges will be provided. These include, but are not limited to:

(A) "open" admissions (where applicable);

(B) a continuing program of counseling and guidance;

(C) financial aids;

(D) compensatory (developmental) education; and

(E) placement services and follow-up activities.

(5) Physical facilities, existing and projected, should be adequate to initiate and continue operation of the program.

(6) There should be adequate financing available to initiate the program, and the program should have growth potential to generate continued adequate funding within three years.

004. PROCEDURES FOR EVALUATION OF PROGRAM PROPOSALS. Proposals for less-than-baccalaureate programs will be evaluated using the same procedures employed for evaluating other program proposals from senior institutions, except that when the proposed program is of a vocational-technical-occupational nature, a joint committee of the Texas Education Agency staff and Coordinating Board staff will confer prior to formal action of the Coordinating Board.

EFFECTIVE DATE OF RULES. These rules are effective on January 1, 1976 as adopted by the board on February 14, 1975.

RULES AND REGULATIONS FOR THE APPROVAL OF OFF-CAMPUS CREDIT COURSES FOR PUBLIC COLLEGES AND UNIVERSITIES
251.02.12

Table of Contents

Rule		Page
001.	General Provisions	1
002.	Procedures for the Approval of Upper Level and Graduate Off-Campus Courses	6
003.	Criteria for Approval of Out-of-District Course Offerings by Community Junior Colleges	8
004.	Procedures for Approving Lower-Division Courses Proposed Off-Campus by Senior Institutions and Out-of-District by Junior/Community Colleges	9
005.	Coordination of Adult and Continuing Education Activities	16
006.	Approval of Courses Offered in Texas by Non-Texas Public Institutions of Higher Education	16

RULES AND REGULATIONS FOR THE APPROVAL OF OFF-CAMPUS CREDIT COURSES FOR PUBLIC COLLEGES AND UNIVERSITIES
251.02.12.001-006

001. GENERAL PROVISIONS. (a) "On-campus" courses not requiring approval under S.B. 706 shall be those courses offered by the local institution in any location within the boundaries of its district (in the case of a public community/junior college) or on the main campus of a public senior institution (where the president's primary office is located). Remote sites or facilities recognized as official auxiliary locations for instruction will be regarded as "on-campus." These would include such facilities as farms, ranches, and medical facilities belonging to the institution, or centers formally established or recognized by the legislature or the Coordinating Board.

(b) Certain types of instruction not conducted at an official location may be treated as "on-campus." Such instruction would be the result of an institutional need to utilize resources not normally available at the campus location. Student teaching, internships, clinical instruction, practicums, and field courses for campus based students are examples of such instruction. However, it must be noted that in localities where multiple institutional use of clinical facilities or other off-campus educational or training resources could lead to institutional conflicts, the board reserves the authority to require coordination of the activities in accordance with established procedures for the approval of off-campus courses.

(c) Off-campus credit courses offered by Texas public senior institutions of higher education are of two types: "extension" credit courses and "resident" credit courses. Since S.B. 706 makes no distinction between the two, Coordinating Board approval is required by law for both types of courses.

(d) Off-campus "resident" credit courses are those which are comparable to on-campus courses and which meet all the standards which an institution requires of its courses offered on campus to regularly enrolled students. Off-campus "resident" credit courses must meet the following criteria:

(1) The students enrolled in these courses must meet all admission requirements expected for regularly enrolled on-campus students.

(2) For off-campus "resident" credit courses public senior institutions must require the same tuition, building use fees and student service fees as those charged for the same credit courses on campus.

(3) Students must have campus library privileges and have adequate library resources convenient for use at the off-campus location.

(4) Credits earned by students in off-campus "resident" classes must be acceptable toward degrees in the same manner as credits earned on campus, with the only limitations being those published in the university catalog regarding those degrees.

(5) Faculty teaching off-campus "resident" courses must be employed to teach courses on the main campus. Exceptions to this provision must be accompanied by certification that the same procedure has been employed in the selection of faculty for teaching off-campus courses as that used by the institution in the selection of faculty teaching courses on campus.

(6) Faculty contact hours with the classes must be equivalent to those of the same course when taught on campus.

(7) Teaching of the off-campus "resident" class must be done by the faculty member "of record" teaching the course.

(8) Facilities for off-campus "resident" courses must be comparable to the facilities available for corresponding on-campus courses, as such

facilities are described in the institution's copy of the Coordinating Board Inventory of Physical Facilities.

(e) Off-campus "extension" credit courses differ from "resident" credit courses as follows:

(1) The student may pay registration fees at other than the statutory rate.

(2) Cost of instruction is not paid from state appropriated funds, unless an appropriation is specifically made for an extension program operation.

(3) Semester credit hours produced in "extension" credit classes will be reported separately from those produced in "resident" credit classes. "Extension" courses will not be reported on the CBM-004 form.

(4) The commissioner may determine that a sufficient demonstration of need for "extension" credit classes has been made by the willingness of the students to pay the full cost of the classes, and the commissioner in approving such classes may disregard the need criteria set forth elsewhere in these regulations.

(5) The commissioner may determine for "extension" credit classes that the willingness of students to pay the full cost of the classes entitles them to select the institution to offer the classes even though a closer institution may offer or be able to offer duplicate or similar classes, and the commissioner in approving such classes may disregard criteria for the selection of the institution to offer such classes as set forth elsewhere in these regulations.

(f) Criteria to determine the need for off-campus resident credit or out-of-district courses:

(1) The determination of need for courses proposed in any year will be based on the average semester enrollments during the previous year for

courses in each location in which a school is offering courses. The minimum averages per semester are required to be:

(A) 15 undergraduate students (except where maximum class size of fewer students is established by an appropriate accrediting group or government agency)

(B) 10 graduate students

Failure to have achieved these minimum averages will result in disapproval of the institution's authorization to teach at that location or disapproval of selected courses.

(2) The course must be in the institution's currently approved course inventory.

(g) Criteria for the selection of an appropriate institution to conduct an off-campus course for which the need has been established:

(1) Preference will be given to a public institution which can offer the requested course, or a comparable course, on its campus when the proposed off-campus location is within commuting distance.

(A) Exceptions to this preference may be granted for an institution beyond commuting distance of the proposed site under the following circumstances:

(i) When a remote institution is requested by a local institution to offer a course within commuting distance of the local institution, and when other local institutions concur that a course does not duplicate a course they will offer.

(ii) When there is submitted to the Coordinating Board a written request from a local business, educational or governmental agency or other organization for specific courses by a specific institution. This

exception may be applied when the agency can certify that its personnel requires courses at a time or place that local institutions cannot or will not provide.

(iii) When, in areas of population density, program demand exceeds the capacity of local institutions or when courses of more than one institution can be supported without diminishing the program(s) of the local institution(s) or when the public can benefit by the variation in strength and special emphases of more than one institution.

(B) Definitions:

(i) A comparable course is one which is similar in content (evidenced by the course description) to another one in a given discipline. A comparable course will normally be acceptable in the degree or certificate program to which the majority of students requesting the class wish it to apply.

(ii) Commuting distance can be measured by either mileage or time required for travel. Commuting distance will be determined primarily by the actual practice of students for a given institution. When a reasonable number of students do commute to a campus from a proposed off-campus location, that location will be considered to be within commuting distance of that campus. In the absence of an established commuting pattern, approximately 50 miles or one hour's one-way driving time will serve as guidelines. It is important to note, however, that these guidelines are to be construed only as defining commuting distance. They do not imply the assignment of territorial rights to an institution.

(2) No institution may be approved to offer an off-campus course which is not in its approved role and scope and course inventory.

(3) When an off-campus course is justified, when it is beyond a

reasonable commuting distance from any public campus, and when there is no significant cost differential between the institutions which could offer the course, the preference of the clientele shall be honored.

002. PROCEDURES FOR THE APPROVAL OF UPPER LEVEL AND GRADUATE OFF-CAMPUS COURSES. (a) A statewide standing advisory committee will be established to assist the Coordinating Board's staff and to advise the Coordinating Board in the implementation of procedures to be followed in the approval of off-campus credit courses.

(b) The following steps will be followed in reviewing upper level and graduate off-campus courses:

(1) Well in advance of each school year the Commissioner of Higher Education will establish a deadline for institutions to submit their requests for off-campus credit courses for approval for that year. The commissioner may issue different forms and procedures for "resident" and "extension" credit courses.

(2) Prior to the deadline the commissioner will initiate regional conferences of institutions proposing to offer off-campus credit courses in each major region of the state. All public and private senior institutions, whether they propose to offer off-campus courses or not, will be invited to attend. The conferences will be used to develop long-range plans for meeting regional needs, achieving institutional cooperation and eliminating unnecessary duplication. Efforts should be made to agree upon specific courses by program areas to be taught by specific institutions in particular locations. Specific coordination plans will be developed for the forthcoming year.

Such regional conferences will be encouraged as soon as

possible to formalize organizations and schedule their own meetings.

(3) Following the regional conferences, institutions will submit on forms provided by the Coordinating Board their requests for off-campus course approval, reflecting the decisions reached in the conferences. The staff will review the proposals and prepare recommendations for approval or disapproval to the Commissioner of Higher Education.

(4) The commissioner will report his decisions on approvals and disapprovals of courses under the annual plan to the institutions at least two weeks before the scheduled July meeting of the Coordinating Board.

(5) Institutions having courses disapproved by the commissioner under the annual plan will be permitted to appeal to the board and to submit additional materials in support of their request at the July board meeting prior to the beginning of the year for which the courses are proposed.

(6) During the passage of the year it may be necessary for institutions to request to add courses not submitted as part of the annual plan. Such requests must be accompanied by documentation of discussions with other public and private institutions in the region concerning the new proposed courses.

The commissioner may approve resident credit courses submitted to him not later than three weeks prior to the beginning of any semester or summer session. The commissioner will report on such courses to the next meeting of the Coordinating Board, provided that he may not approve such courses in excess of twenty percent of the number of courses previously approved as part of the annual plan for the requesting institution. Disapproval by the commissioner of such proposed additional courses may not be appealed to the board since they were not part of the original annual plan.

003. CRITERIA FOR APPROVAL OF OUT-OF-DISTRICT COURSE OFFERINGS BY COMMUNITY JUNIOR COLLEGES. (a) In geographical areas where there is not a community junior college but where such an institution is needed as determined by the Coordinating Board, courses offered should contribute to the establishment of the needed community junior college. Conversely, courses offered in other geographical areas should attempt to fulfill the needs of the areas so that an operationally separate community junior college will not be needed.

(b) "Branch campuses, centers, or extension facilities" are defined as any site outside geographical boundaries of a junior college district where the respective junior college offers or proposes to offer a course or courses.

(c) A community junior college desiring to offer a course or courses outside the geographical boundaries of its district shall apply to the Coordinating Board for approval of each location where such course or courses are proposed. The application shall contain such evidence as required by the Coordinating Board.

(d) The Coordinating Board may approve a defined geographical or program area within which a given community junior college may offer courses without specific prior approval of each course.

(e) The decision to purchase or rent land and facilities is a prerogative of the locally elected governing board of each community junior college district.

(f) In many instances a given community junior college may not be financially able to offer all needed courses. Therefore, community junior colleges with expensive course offerings or specialized expertise are encouraged to assist other colleges in providing needed services and courses.

(g) The Coordinating Board shall approve each course or courses proposed to be offered by a community junior college within the district of a second community junior college prior to the actual offering of the courses after conferring with officials of the college district in which the services are proposed

to be offered.

(h) The Coordinating Board also encourages close consultation and/or cooperative agreements between community junior colleges proposing to offer courses in the same geographical area which is not in a junior college district. Institutions are further encouraged to enter into contractual relationships with private and other public agencies, as provided by law, in order to provide needed services at the least possible cost.

(i) With the adoption of this rule, the Coordinating Board shall undertake a review of the sites where community junior colleges conduct courses outside the geographical boundaries of their respective districts.

(j) In accordance with Section 61.062(d) of the Education Code, each community junior college offering courses outside the geographical boundaries of its district shall submit to the Coordinating Board reports on such courses at the times and in the format as may be required.

(k) Adoption of this rule by the Coordinating Board constitutes a change in role and scope for community junior colleges to offer courses outside the georgraphical boundaries of their respective junior college districts, provided that each such offering shall be approved in accordance with this rule.

004. PROCEDURES FOR APPROVING LOWER-DIVISION COURSES PROPOSED OFF-CAMPUS BY SENIOR INSTITUTIONS AND OUT-OF-DISTRICT BY JUNIOR/COMMUNITY COLLEGES. (a) The Coordinating Board recognizes Regional Higher Education Councils in eight major regions of the state. The council membership consists of the president, or his representative, of each institution listed for each region. If an institution desires to participate in an adjoining regional council(s) in addition to the one in which it is designated a member by the Coordinating Board, the institution

is encouraged to do so. Further, private institutions may participate in the councils in the interest of regional cooperation and planning. The council member institutions are as follows:

(1) The East Texas Higher Education Council. Angelina College, East Texas State University, Henderson County Junior College, Kilgore College, Panola Junior College, Paris Junior College, Stephen F. Austin State University, Texarkana Community College, Texas Eastern University, and Tyler Junior College.

(2) The Southeast Texas Higher Education Council. Alvin Junior College, Brazosport College, College of the Mainland, Galveston College, Houston Community College, Lamar University, Lee College, North Harris County College, Sam Houston State University, San Jacinto College, Texas Southern University, University of Houston, University of Houston at Clear Lake City, and Wharton County Junior College.

(3) The South Texas Higher Education Council. Bee County College, Del Mar College, Laredo Junior College, Pan American University, San Antonio Junior College District, Southwest Texas Junior College, Texas A&I University at Corpus Christi, Texas A&I University at Kingsville, Texas A&I University at Laredo, Texas Southmost College, The University of Texas at San Antonio, and Victoria College.

(4) The North Texas Higher Education Council. Cooke County College, Dallas County Community College District, Grayson County College, North Texas State University, Texas Woman's University, and The University of Texas at Dallas.

(5) The Central Texas Higher Education Council. Austin Community College, Blinn College, Central Texas College, Hill Junior College, McLennan Community College, Navarro College, Prairie View A&M University, Southwest Texas State University, Temple Junior College, Texas A&M University, and

The University of Texas at Austin.

(6) The Northwest Texas Higher Education Council. Cisco Junior College, Midwestern State University, Ranger Junior College, Tarleton State University, Tarrant County Junior College District, The University of Texas at Arlington, Vernon Regional Junior College, and Weatherford College.

(7) The West Texas Higher Education Council. Angelo State University, El Paso Community College, Howard College at Big Spring, Midland College, Odessa College, South Plains College, Sul Ross State University, Texas Tech University, The University of Texas at El Paso, The University of Texas of the Permian Basin, and Western Texas College.

(8) The Panhandle Higher Education Council. Amarillo College, Clarendon College, Frank Phillips College, and West Texas State University.

(b) Each Regional Higher Education Council shall have the following responsibilities:

(1) To endeavor to act in the best interests of the State of Texas to the end that among the institutions of higher education of the region there may be, in the conduct of out-of-district and off-campus lower-division courses, efficient and effective utilization of all available resources.

(2) To prepare and implement criteria for excellence in the conduct of out-of-district and off-campus lower-division courses.

(3) To assure that injury is not done to one institution of higher education by another institution(s) in the conduct of out-of-district and off-campus lower-division courses. This responsibility of the regional councils is particularly important with regard to new or developing institutions and to institutions with relatively small enrollments.

(4) To study cooperatively the cost of various methods of providing

lower-division courses in out-of-district and off-campus locations and to utilize those methods which promise to be most effective.

(5) To facilitate inter-institutional cooperation in the conduct of out-of-district and off-campus courses and to assure that each institution in the region has a record in advance of the lower-division courses and locations planned by any other institution for offering in the region, including the utilization of clinical facilities or other scarce resources not normally available in district or on campus.

(6) To advise the Coordinating Board on appropriate policies and procedures for effective state-level administration of out-of-district and off-campus lower-division courses. Collectively, the chairmen of the eight (8) regional councils will constitute a statewide advisory committee for this purpose.

(c) The steps for submitting applications to the Coordinating Board for authorization to offer out-of-district and off-campus lower-division courses are as follows:

(1) Each Regional Higher Education Council should meet at least annually in the spring semester and formulate its plan for lower-division courses at out-of-district and off-campus locations within its region during the following academic year.

(2) Proposed out-of-district and off-campus lower-division courses by any institution should be reviewed by the regional council to which the institution belongs and forwarded by March 1, as part of the plan for that region, to the Coordinating Board, together with the regional council's recommendations, for approval or disapproval.

(A) If proposed out-of-district and off-campus lower-division courses could possibly affect an institution which is a member of another

regional council, the proposal should also be sent to the regional council to which the potentially affected institution belongs. That council should review the proposal and prepare a recommendation which should be returned to the originating council. This recommendation and the recommendation of the orginating council should both be sent to the Coordinating Board.

(B) Out-of-district and off-campus lower-division courses proposed to be offered within a community college district or within the community of a senior institution should be noted for special consideration by the Coordinating Board.

(C) Lower-division courses (or programs) proposed to be offered on a regional and/or statewide basis should also be noted for special consideration by the Coordinating Board.

(D) An institution may make application for authorization to offer out-of-district and off-campus lower-division courses directly to the Coordinating Board. However, before the Coordinating Board takes action on the application, the application will be referred to the appropriate regional council(s) for consideration and recommendation.

(3) Upon receipt of the regional plans, the Coordinating Board staff will review them individually and in their composite form, and then, after consultation with the statewide advisory committee on out-of-district and off-campus lower-division course offerings, make recommendations to the Coordinating Board for action, no later than the April quarterly meeting.

(A) The Coordinating Board staff will give special consideration to the situations outlined in Section (c), Subsection (2) of this rule, as well as any "minority" (dissenting) reports filed by an institution(s). The right of an institution to disagree with its regional council's plan and to file

a minority report with the Coordinating Board is assured.

(B) When the approval involves primarily the State Plan for Vocational Education, the Coordinating Board staff will confer with the Texas Education Agency prior to making its recommendation to the Coordinating Board.

(C) The Coordinating Board retains final authority for approval or disapproval of any section of the plan recommended by each regional council or, in the absence of recommendations from a regional council, to take whatever action is required to comply with provisions of Sections 130.086 (a) and 61.051 (j), V.T.C.A., Education Code, and Coordinating Board rules.

(d) Regional plans should be submitted and considered for approval on an annual basis. Description of plans for individual institutions should be in whatever detail may be required by the Coordinating Board staff, with requests for new locations and/or substantially different courses and/or programs at previously approved locations submitted in full detail on application forms provided for this purpose. However, once an institution is approved for specified courses and/or specific programs in a given location(s) as part of a regional plan, then such approvals may be considered as having an indefinite term, subject to annual review and a one-year notice of withdrawal of approval. One basis for such withdrawal of approval is absence of enrollments during three consecutive semesters in courses authorized for offering in a given location. Requests for reapproval should be considered as amendments to a regional plan.

(e) Institutions with expensive course offerings or specialized programs are encouraged to assist other institutions in providing needed courses and programs. Often, direct contracts with industry, trade unions, and/or governmental agencies are a desirable means to this end. However, in order to balance properly the desires of clients seeking the programs of a particular institution and the legitimate interests of nearby institutions in preserving their primary

responsibility to serve area needs, the following options for approval of such courses and/or programs should be available:

(1) The local institution may be approved upon its insistence that it accept full responsibility for such offerings, particularly where a program of the local institution would be directly affected.

(2) The proposing institution and the local institution may work together to assure consistency in course content and may or may not cooperate further by a sharing of funding and other resources between the two educational institutions based upon prearranged agreements.

(3) The proposing institution may be approved to offer the program without any direct involvement of the local institution, but only if this has been agreed to by the local institution.

(4) In all instances, however, the regional councils will serve as clearinghouses for this type of request.

(f) After approval of a regional plan, proposed amendments to it by an institution should be submitted (prior to implementation) to the Coordinating Board with copies distributed to the other institutions in its regional council, as well as to institutions in other councils, if appropriate. If no objection to the proposed amendment is heard from any institution and unless the Coordinating Board staff and/or the Texas Education Agency object to the amendment, then the Coordinating Board staff will routinely approve the amendment and so inform the Coordinating Board's Program Development Committee and Community Junior College Committee at their next meetings. If objections are registered, then the Coordinating Board staff will refer the proposed amendment to the appropriate regional council(s) for a recommendation before determining further action on the proposed amendment.

005. COORDINATION OF ADULT AND CONTINUING EDUCATION ACTIVITIES. In addition to requiring Coordinating Board approval of off-campus credit courses, S.B. 706, 64th Texas Legislature, 1975, requires that "the Board shall establish regulations for the coordination of credit and non-credit activities of adult and continuing education by public colleges and universities." To implement that statutory provision, the Coordinating Board may apply the rules herein to the coordination of adult and continuing education activities or may adopt additional rules to meet special needs or to serve particular disciplines, e.g., continuing education for nurses.

006. APPROVAL OF COURSES OFFERED IN TEXAS BY NON-TEXAS PUBLIC INSTITUTIONS OF HIGHER EDUCATION. H.B. 1379, 64th Texas Legislature, 1975, states that "public institutions of higher education established outside the boundaries of the State of Texas must have the approval of the coordinating board before offering a course or a grouping of courses within the State of Texas." The rules herein will be followed by the Coordinating Board to "qualify a public institution of higher education established outside the boundaries of the State of Texas to offer a course or a grouping of courses within the State of Texas," modified as follows:

(1) Texas institutions of higher education and other appropriate agencies will be asked to assist in the identification of non-Texas institutions which are offering or which plan to offer courses within the State of Texas.

(2) Non-Texas public institutions known to be seeking to offer courses or groups of courses in Texas will be asked to submit a declaration of intent identifying the courses, their level, their location, and other appropriate data prior to the offering of such courses.

(3) All such courses will be considered in accordance with the lower division or the upper division and graduate course procedures contained herein.

(4) The out-of-state institutions will be notified of the Coordinating Board's action.

(5) A non-Texas institution offering a course not approved by the Coordinating Board in accordance to these rules will be subject to "appropriate action to terminate its operation within the boundaries of the State of Texas" in accordance with the statute.

EFFECTIVE DATE OF RULES. These rules are effective on January 1, 1976 as adopted by the board on April 21, 1972, and amended by the board on October 17, 1975.

REVISIONS SINCE JANUARY 1, 1976.

Rule 001 amended by board action on April 23, 1976.

Rule 002 amended by board action on April 23, 1976.

CRITERIA TO BE MET IN THE CREATION OF PUBLIC JUNIOR COLLEGES IN TEXAS
251.02.13

Table of Contents

Rule		Page
001.	Junior College District Coextensive with an Independent School District	1
002.	Union Junior College District	1
003.	Single County Junior College Districts	1
004.	Joint County Junior College Districts	1
005.	Provisions Applicable to Each Type of District	2

CRITERIA TO BE MET IN THE CREATION OF PUBLIC JUNIOR COLLEGES IN TEXAS
251.02.13.001-005

001. JUNIOR COLLEGE DISTRICT COEXTENSIVE WITH AN INDEPENDENT SCHOOL DISTRICT. A junior college district coextensive with an independent school district must have a minimum assessed valuation of $12,000,000 and enrollment in the upper four grades of the public schools of the districts must exceed 400 students. If the assessed valuation exceeds $20,000,000 however, the enrollment in the upper four grades may be less than 400 but must exceed 300 students. A petition for an election to create a district of this type must be signed by five per cent of the qualified voters of the district.

002. UNION JUNIOR COLLEGE DISTRICT. A union junior college district must have a minimum valuation of $9,500,000. Enrollment in the upper four grades must not be less than 400 students. At least 7,000 scholastics must reside in the district. Some alternative criteria are provided in a bracket law for counties with population between 20,000 and 30,000. On this point, see Vernon's Statutes, Article 2815h, Section 1 (a). A petition for this type district must be signed by at least ten per cent of the qualified voters in each of the independent school districts.

003. SINGLE COUNTY JUNIOR COLLEGE DISTRICTS. Criteria for single county junior college districts are identical to those for union junior college districts, including the bracket law. The petition must be signed by at least ten per cent of the qualified voters of the county.

004. JOINT COUNTY JUNIOR COLLEGE DISTRICTS. Criteria for joint county junior

college districts are identical to those for the county district, except that the petition must be signed by ten per cent of the qualified voters residing in each of the interested counties.

005. PROVISIONS APPLICABLE TO EACH TYPE OF DISTRICT. Additional provisions applicable to each type of district are:

(1) The proposed junior college must be planned as a comprehensive institution, to offer not only a core curriculum of freshman-sophomore college-parallel courses, but appropriate technical-occupational curricula as well.

(2) The proposed junior college must be planned for physical location in an appropriate geographic area of Texas, as described in The Development of Community Junior Colleges in Texas, a plan adopted by the Coordinating Board January 15, 1968. Copies are available in the Coordinating Board offices.

(3) Substantial evidence must be presented indicating that the proposed junior college will reach a minimum enrollment of 500 full-time equivalent students in college-parallel courses within three years after the college is established; and 1,000 full-time equivalent students in all programs within five years.

(4) Evidence must be presented that the tax base and tax program will create funds on a recurring annual basis which, when supplemented with state aid and tuition-fee income, will be sufficient to operate an institution of excellence.

EFFECTIVE DATE OF RULES. These rules are effective on January 1, 1976 as adopted by the board on April 8, 1968.

PROCEDURES TO BE FOLLOWED IN THE CREATION OF PUBLIC JUNIOR COLLEGES IN TEXAS
251.02.14

Table of Contents

Rule		Page
001.	Creation of a Local Steering Committee	1
002.	Contact with Coordinating Board	2
003.	Conduct of a Local Survey	2
004.	Circulation of a Petition	3
005.	Certification of Petition	3
006.	Presentation of Petition to the Coordinating Board	3
007.	Action by the Board	4
008.	Resubmissions of Applications	4

PROCEDURES TO BE FOLLOWED IN THE CREATION OF PUBLIC JUNIOR COLLEGES IN TEXAS
251.02.14.001-008

001. CREATION OF A LOCAL STEERING COMMITTEE. (a) The initial step in the creation of a public junior college is a local responsibility. A local group interested in establishing a junior college has customarily appointed a steering committee of at least seven citizens to provide leadership in behalf of the junior college effort.

(b) This steering committee should be composed of a cross-section of the people of the area, with representation from major civic groups. A chairman, co-chairman, and secretary should be appointed; along with any other officers who may be of assistance to the committee. Where the proposed junior college district is to be coextensive with the independent school district, the local board of trustees may serve in lieu of the local steering committee.

(c) The duties of the steering committee should include the following:

(1) It should serve a liaison function between the local area and the Coordinating Board.

(2) It should be responsible for a survey of the needs and potential of the area for a junior college district.

(3) It should be responsible for an information program describing the nature and purpose of a public junior college.

(4) It should summarize and evaluate the results of the survey made, and formulate conclusions for submission to the Commissioner of Higher Education (Executive office of the Coordinating Board, Texas College and University System).

(5) It should be responsible for the preparation and circulation

of a petition.

(6) It should present the petition to the County Board or Boards of Education (or to the Commissioners' Court or Courts in counties having no Board of Education) for action in compliance with Article 2815h, Section 18, as amended.

002. CONTACT WITH COORDINATING BOARD. The Steering Committee should contact the Coordinating Board staff as soon as practicable. This staff will offer advice and assistance under the direction of the Head of the Division of Program Development.

003. CONDUCT OF A LOCAL SURVEY. (a) This is a survey of need, potential student clientele, and financial ability, to be carried out under auspices of the local steering committee. The survey may be made either by the local steering committee or by professionals.

(b) When the survey is made by members of the local steering committee, Coordinating Board staff members will be available for assistance in planning. When the survey is made by a professional individual or research organization, the local steering committee should fully advise the Commissioner of Higher Education prior to initiating the survey.

(c) The survey should be made in compliance with plans prepared by the Head of the Division of Program Development and upon completion, the survey and a copy of the proposed petitions should be submitted to the Commissioner of Higher Education. After consultation with the commissioner or his representative, the petition may be circulated.

004. CIRCULATION OF A PETITION. The local steering committee is responsible for the circulation of a petition for authorization of an election to establish a junior college district.

005. CERTIFICATION OF PETITION. (a) A junior college district shall submit its petition to the County Board or Boards of Education for Certification (If there is no County Board of Education, the petition is presented to the Commissioner's Court).

(b) The petition should be supported by:

(1) a statement from the County Superintendent or County Judge (acting as Ex-officio County Superintendent) certifying to the number of scholastics residing in the district;

(2) a statement from the Tax Assessor-collector certifying to the current tax valuation in the proposed district;

(3) a statement from the Tax Assessor-collector certifying to the validity of signatures on the petition. (Deleted invalid signatures should be clearly identified);

(4) a copy of the resolution as acted upon by the County Board of Education (or the Commissioners' Court in counties having no County Board of Education);

(5) a letter of transmittal to the Commissioner of Higher Education; and

(6) a copy of the survey report.

006. PRESENTATION OF PETITION TO THE COORDINATING BOARD. (a) When the petition has been certified it shall be presented to the Commissioner of

Higher Education who then shall present it to the Coordinating Board, Texas College and University System.

(b) The validated petition and other documents should be received by the Commissioner of Higher Education not later than forty-five days prior to a regular meeting of the Coordinating Board. As a rule, a committee of the Coordinating Board will visit the community, hear interested parties to the question, and report its recommendations to the full board.

007. ACTION BY THE BOARD. (a) The statutes of the State of Texas require the Coordinating Board to consider the needs of the state and the welfare of the state, as well as the welfare of the community involved, before recommending the creation of a new junior college district.

(b) All interested parties will be heard at a regular quarterly meeting of the Coordinating Board and permission to hold an election to create a junior college district will be granted or denied. Favorable Coordinating Board action will result in a minute order of the Board being sent to appropriate local officials to conduct an election.

008. RESUBMISSIONS OF APPLICATIONS. Should an election to create a new junior college district fail, a period of twelve (12) months normally should elapse before resubmission of the proposition to the electorate. The Coordinating Board will require a strong showing of need and unusual circumstances before approving resubmission earlier.

EFFECTIVE DATE OF RULES. These rules are effective on January 1, 1976 as adopted by the board on April 8, 1968 and amended by the board on July 21, 1969.

PROCEDURES FOR THE DISSOLUTION OF DORMANT JUNIOR COLLEGE DISTRICTS
251.02.15

Table of Contents

Rule		Page
001.	Initiation of Consideration of Action	1
002.	Notice of Consideration of Action	1
003.	Protest	1
004.	Notice of Protest	1
005.	Action if No Protest is Made	2
006.	Action if Protest is Made	2
007.	Board Order	2
008.	Board Minutes	2

PROCEDURES FOR THE DISSOLUTION OF DORMANT JUNIOR COLLEGE DISTRICTS
251.02.15.001-008

001. INITIATION OF CONSIDERATION OF ACTION. The consideration of an action to dissolve a dormant public junior college district may be initiated by the Commissioner of Higher Education, any member of the Coordinating Board, Texas College and University System, or by petition of ten or more citizens resident in such dormant public junior college district.

002. NOTICE OF CONSIDERATION OF ACTION. Notice of consideration of an action to dissolve a dormant public junior college district will be given by resolution of the board at its quarterly meeting. Notice will be conveyed to responsible officials of the dormant district by the Commissioner of Higher Education.

003. PROTEST. Protest in an action to dissolve a dormant public junior college district may be made by;

(1) any citizen or group of citizens resident in the dormant district;

(2) any person, business, corporation or governmental body holding bonds, debts, or valid contracts with such district; or

(3) any member of the board.

004. NOTICE OF PROTEST. Notice of protest must be given to the Commissioner of Higher Education not less than thirty-one days prior to the quarterly meeting of the board following the meeting at which notice of the action to

dissolve was given.

005. ACTION IF NO PROTEST IS MADE. If no protest is made to the Commissioner of Higher Education, the board will act upon the question of dissolution at the first regular quarterly meeting following notice of consideration.

006. ACTION IF PROTEST IS MADE. If protest is duly made, the board may hear cause for not dissolving the district, delay consideration until all affected parties have been heard, or abandon its consideration of the matter without action, or dissolve the district.

007. BOARD ORDER. Dissolution of dormant districts will be ordered by resolution of the board. Such resolutions must set forth:

(1) the legal history of such districts, including the dates of authorization, period of dormancy, and dissolution;

(2) the outstanding obligations of such districts, if any, of which the board has knowledge;

(3) the territory of such districts; and

(4) the causes for dissolution.

008. BOARD MINUTES. Resolutions dissolving dormant public junior college districts will be entered upon the minutes of the board and conveyed to responsible officials of the affected district.

EFFECTIVE DATE OF RULES. These rules are effective on January 1, 1976 as adopted by the board on October 17, 1966.

BASIC STANDARDS FOR TEXAS PUBLIC JUNIOR COLLEGES
251.02.16

Table of Contents

Rule		Page
001.	General Provisions	1
002.	Organization	1
003.	Admission	1
004.	Instructional Departments	3
005.	Qualification and Professional Growth of Faculty	3
006.	Salaries and Tenure	3
007.	Classroom Load of Instructors	4
008.	Student Class Load	4
009.	Size of Classes	4
010.	Local Financial Support	5
011.	Library	5
012.	Laboratories	5
013.	Plant and General Facilities	5
014.	Student Activities	6
015.	Student Services	6
016.	General Character of the Institution	6

BASIC STANDARDS
FOR TEXAS PUBLIC JUNIOR COLLEGES
251.02.16.001-016

001. GENERAL PROVISIONS. Each public junior college shall comply with the basic standards prescribed in these rules. Each year when it is determined that satisfactory effort has been made to comply with these standards and that all operational provisions have been met, the Commissioner of Higher Education will certify to the proper officials that the institution is entitled to receive its allocated apportionment in compliance with the current Appropriation Act of the legislature.

002. ORGANIZATION. A public junior college is an institution of higher learning, controlled by a local board of trustees or regents and operated under statutory provisions. Two years of work in one or more standard collegiate academic curriculum is offered, but one or more years of instruction may be offered which is terminal in nature. A public junior college may confer the associate degree, but does not grant the baccalaureate degree.

003. ADMISSION. A student may be admitted to a public junior college on any one of the following conditions:

(1) For admission to the academic curricula, a public junior college shall require that the applicant be a graduate of an accredited high school with a minimum of fifteen (15) acceptable units. Any of the fifteen units which are not approved by a state department of education may be validated by examination in the subject. From a secondary school which is organized with a separate junior high school and three-year senior high school,

twelve (12) units earned in the upper three years of high school will satisfy the entrance requirement. The other three units may be accepted en bloc from the junior high school work. The major portion of the secondary school credit should be definitely correlated with the curriculum of the college to which the student is admitted.

(2) An applicant who has not graduated from high school may be admitted on the basis of written examinations, provided he is at least 18 years of age, or is recommended by the principal or superintendent of the last high school attended. Content of the written examinations shall reflect high school equivalency. The form and type of these examinations, and the procedure for administering them, are to be determined by local policy.

(3) A student who is twenty-one years of age or over may be exempt from the above admission requirements and admitted on "Individual Approval," provided the admitting officer is convinced that the applicant's record indicates ability to carry the college work assigned. Students admitted on this condition shall be subject to the same policies and regulations as all other students.

(4) Students enrolling in the terminal curriculum including vocational-technical courses, shall have the same entrance requirements as those listed above. A student not meeting the requirements for admission to a standard academic or general curriculum may be admitted to a terminal program on individual approval if he is at least 18 years of age.

(5) A student who is within two units of graduation from an accredited high school may, upon the recommendation of the high school principal, be permitted to enroll in a junior college when enrolled concurrently in a senior high school for sufficient courses to graduate at the close of the

current session. The class load of such student shall not exceed the equivalent of sixteen (16) semester hours, counting each high school course as the equivalent of one (1) three (3) hour course.

004. INSTRUCTIONAL DEPARTMENTS. (a) Each public junior college shall maintain at least five departments with at least one full-time instructor to each. Instructors other than chairmen or heads of departments may teach in more than one department. If the organization is divisional, the course offerings must be the equivalent to that of the five departments.

(b) For purposes herein, "department" is defined to mean two full years of college work in an area of instruction. "Division" is defined as a specific combination of related subjects, such as: English, journalism, and speech; mathematics, pre-engineering, and physics; or government, history, sociology, and economics.

(c) The size of the faculty shall bear a definite relationship to the type of instruction, the number of students, and the number of classes.

005. QUALIFICATION AND PROFESSIONAL GROWTH OF FACULTY. (a) Instructors of academic subjects in the public junior colleges should have the master's degree, or equivalent, and courses taught should be in the field of specialization. Chairmen of departments must have the master's degree or equivalent. Each instructor in the terminal program shall possess satisfactory technical training, experience, and personal qualifications for his specific work.

(b) It shall be the responsibility of the institution to maintain an in-service program to encourage professional growth and development.

006. SALARIES AND TENURE. Each salary schedule will be evaluated on the basis

of the national norms and trends as found in standard junior colleges. Standard practices with regard to professional tenure of instructional and administrative staff should be observed.

007. CLASSROOM LOAD OF INSTRUCTORS. Teaching assignments of instructors in public junior colleges should not exceed an eighteen (18) semester-hour load. Not more than twenty-five (25%) per cent of all faculty members shall have a teaching load that will exceed four hundred and fifty (450) student-semester hours.

008. STUDENT CLASS LOAD. (a) Under ordinary conditions, a student should not be allowed to register for a student load that will exceed one-eighth of his baccalaureate degree plan per semester.

(b) The normal student load for the summer session shall be six (6) semester hours for each six-week term. The maximum for a superior student shall be eight (8) semester hours for one term and fourteen (14) semester hours for two successive terms of six weeks each. Institutions having summer sessions of other than six or twelve weeks in length shall adjust the student load in accordance with the provisions above.

(c) Class activity in six-week or twelve-week summer terms shall cover the entire calendar period designated for the respective terms.

009. SIZE OF CLASSES. The number in a class or laboratory section should not exceed thirty students. A smaller number is desirable. Exceptions may be justified where special plans and arrangements have been developed.

010. LOCAL FINANCIAL SUPPORT. In addition to state support each public junior college shall have local financial support from local taxes and tuition, endowments, and gifts, sufficient to insure a high quality of instruction, administration and plant operation.

011. LIBRARY. (a) The library collections, including books, copies of bound and current periodicals, and audio-visual materials shall be sufficient size and quality to insure effectiveness in the instructional program of the college. Provisions must be made in the annual budget to keep the collection in good repair, and to provide for continual improvement to meet current educational needs and trends. The inventory should be checked periodically with recognized college library lists.

(b) The physical environment of the library shall be attractive and have adequate lighting, standard library furniture, fixtures, and equipment, adequate seating capacity, and sufficient work space for the library staff.

012. LABORATORIES. The laboratory space, equipment, lighting, and ventilation, shall be adequate for effective teaching in each of the science courses offered by the institution. These facilities shall be maintained and supplemented periodically by budgetary provisions that will allow for continuous curriculum improvement and meet modern trends in the science courses offered by the institution. A plan of safety precaution should be developed and observed.

013. PLANT AND GENERAL FACILITIES. The location and construction of the buildings, the lighting, heating, ventilation, corridors, closets, water supply, furniture, apparatus, and the methods of cleaning, and campus

maintenance shall be such as to insure comfort, hygienic conditions, and safety for students, faculty, and other employees, and for the general public.

014. STUDENT ACTIVITIES. The entire program of student activities shall be under the supervision of the institution. The participation of students in such activities should be based upon interests, abilities, and maintenance of satisfactory academic standing. The general objectives of all student activities should be the development of the ideals of democracy. The finances of all activities shall be under the supervision of, and periodically audited by, the administration and reported to the governing board.

015. STUDENT SERVICES. (a) The public junior colleges shall provide a program of counseling and guidance with services available to all the students for the purpose of aiding them in adjustment to college campus living, appropriate placement in the curriculum, general social adjustment, and suitable professional placement.

(b) A testing program, which as a minimum makes use of the best known and more reliable instruments, shall be made available to students.

(c) Placement and follow-up services should be provided.

016. GENERAL CHARACTER OF THE INSTITUTION. The nature of the curriculum, the efficiency of the instruction, the academic and scientific atmosphere, the standards for scholarship, the requirements for graduation, and the general tone of the institution shall be factors in determining the efficiency and effectiveness of the institution.

EFFECTIVE DATE OF RULES. These rules are effective on January 1, 1976 as adopted by the board on September 1, 1966.

OPERATIONAL PROVISIONS FOR TEXAS PUBLIC JUNIOR COLLEGES
251.02.17

Table of Contents

Rule		Page
001.	General Provisions	1
002.	Eligibility of Students	1
003.	Faculty Qualifications	1
004.	New Colleges	2
005.	Combined Courses	2
006.	Library	2
007.	Local Support	3
008.	Separate Accounting	
009.	Off-Campus Courses	3
010.	Part-Time Instructors	4
011.	Length of Course	5
012.	New Courses or Classes	5
013.	Class Absence	5
014.	Comparable or Like Courses	5
015.	Criteria for Similarity	6
016.	Physical Education Classes	7
017.	Bible Classes	7
018.	Music and Art Classes	8
019.	Nurse Education Courses	9
020.	Technical Courses	9
021.	Records and Reports	9
022.	Violation of Rules	9

OPERATIONAL PROVISIONS
FOR TEXAS PUBLIC JUNIOR COLLEGES
251.02.17.001-022

001. GENERAL PROVISIONS. Each public junior college shall comply with the operational provisions prescribed in these rules. Each year when it is determined that satisfactory effort has been made to comply with the basic standards and that all these operational provisions have been met, the Commissioner of Higher Education will certify to the proper officials that the institution is entitled to receive its allocated apportionment in compliance with the current Appropriation Act of the legislature.

002. ELIGIBILITY OF STUDENTS. Only those students who are admitted to the college under parts (1), (2), (3), and (4) of Rule 003 of the Basic Standards for Texas Public Junior Colleges, and who are enrolled in courses formally approved may be counted in determining the full-time student equivalent for appropriation purposes.

003. FACULTY QUALIFICATIONS. (a) Not less than eighty (80%) per cent of all sections of all courses approved for the appropriation shall be taught by instructors holding the master's degree or the equivalent. "Equivalent" is defined for purposes herein to mean at least one hundred and fifty (150) semester hours of college credit and a conferred bachelor's degree, or two thousand and seven hundred (2,700) clock-hours of instruction in a nationally recognized institution offering specialized professional instruction in the field in which the instructor is teaching.

(b) Not less than ninety (90%) per cent of all sections of all courses

approved for the appropriation shall be taught by instructors with major or minor preparation in their instructional areas.

004. NEW COLLEGES. For appropriation purposes, the Commissioner of Higher Education may waive the requirement of the sophomore year as stipulated in Rule 002 of the Basic Standards for Texas Public Junior Colleges for newly created public junior colleges.

005. COMBINED COURSES. Two or more classes in related subject fields ordinarily taught by individual instruction or participation may be combined to form a single class section in the evaluation of the instructor's teaching load. In compliance with Rule 007 of the Basic Standards for Texas Public Junior Colleges, the class load will be determined by the highest semester hour value of any of the courses forming the combination.

006. LIBRARY. (a) As implementation to Rule 011 of the Basic Standards for Texas Public Junior Colleges, a public junior college shall have a library of not fewer than six thousand (6,000) volumes of books and bound periodicals. It shall also possess audio-visual materials appropriate for course offerings. There shall be an annual budgetary allocation for the library of not less than five dollars ($5.00) per full-time student equivalent enrolled in all courses approved for appropriation purposes. This five-dollar minimum shall be applied on the purchase of books, periodicals, bindings, audio-visual materials, and library maintenance supplies, but shall not include the salaries of the library staff.

(b) Circulation records which reflect student and faculty utilization of

the library facilities shall be maintained. A program of orientation for use of the library shall be maintained for freshmen students.

007. LOCAL SUPPORT. In compliance with Rule 010 of the Basic Standards for Texas Public Junior Colleges, a public junior college shall have a minimum income from local resources of three hundred ($300.00) dollars per full-time student equivalent enrolled in approved courses.

008. SEPARATE ACCOUNTING. Each public junior college or junior college division operated as an administrative unit within the organizational structure of an independent school district or a four-year institution shall maintain a separate accounting system which will accurately reflect the income and expenditures of the junior college or junior college division.

009. "OFF-CAMPUS" COURSES. (a) For purposes relating to off-campus courses:

(1) "Campus" is interpreted to mean the institution composed of buildings and grounds maintained by and under the legal control of the local board of trustees.

(2) "Institution" is interpreted to mean a complete administrative unit including classrooms, offices, laboratories, library, and buildings and grounds adequate to offer the full college curriculum as provided in the Basic Standards for Texas Public Junior Colleges, and maintained under an administrative staff. A junior college district may maintain and operate two or more institutions.

(3) "Off-campus" courses are interpreted to mean courses offered at teaching stations outside the physical facilities of the institution, but

directly under the administrative staff of the institution and an integral part thereof.

(b) To qualify for appropriation purposes "off-campus" courses as defined in Section (a) shall comply with the following:

(1) All factors relating to the course shall be under the administration and supervision of the regular college staff and correlated with the department of instruction under which the course is classified.

(2) Instructors of "off-campus" courses shall meet all qualifications as set forth in the Basic Standards for Texas Public Junior Colleges and these Operational Provisions.

(3) Persons employed full time in other institutions or industries will be permitted to teach only one (1) "off-campus" course per semester. Rule 007 of the Basic Standards for Texas Public Junior Colleges will be applied to regularly employed junior college teachers in determining their teaching load.

(4) There must be a plan for adequate library services for students enrolled in "off-campus" courses.

(5) Courses in science embracing laboratory participation shall have laboratory facilities comparable to those in use on the main campus and shall comply with the same Basic Standards for Texas Public Junior Colleges and these Operational Provisions.

(6) The physical facilities and environment shall be comparable to those of classrooms and equipment maintained on the main campus.

010. PART-TIME INSTRUCTORS. Part-time instructors, instructors in evening divisions, and instructors in off-campus courses shall have met the require-

ments and qualifications as required of regular full-time day instructors. All such instructors shall be listed as bona fide members of the faculty, and shall be subject to the same policies and regulations of the institution as the regular instructors, or to such special policies and regulations as may be adopted by the governing board and administration.

011. LENGTH OF COURSE. All courses subject to approval for appropriation purposes shall be in progress for a full scheduled semester. Each course shall have a minimum of one lecture period per week, except physical training classes, courses organized on individual instruction basis, and laboratory sections.

012. NEW COURSES OR CLASSES. New classes may be organized five (5) calendar days subsequent to the date of the first class session of the semester, provided not less than fifteen clock-hours of instruction is devoted to each semester hour credit.

013. CLASS ABSENCE. Any student who has been absent from a class as much as two-thirds of the clock-hour time between the official date of his registration and the effective date of reporting enrollment shall be disqualified for appropriation purposes in that class. If the student establishes regular attendance during the subsequent calendar month, he may, at the discretion of the Coordinating Board, be reinstated for appropriation purposes.

014. "COMPARABLE" OR "LIKE" COURSES. Each course approved for appropriation purposes shall be similar to a course offered in a Texas four-year fully

state-supported institution of higher learning and shall conform to the same standards of instruction. This similar course in the four-year college may be selected from the same year level, the year below, or the year above the level in which the course is offered in the junior college. Under no conditions will a senior year level or a graduate level course be considered as a similar course.

015. CRITERIA FOR SIMILARITY. The validity of courses based on comparable units of instruction in the four-year state-supported institutions shall be determined as follows:

(1) "Similarity" or "likeness" of courses shall be in the course content; but not necessarily in title, course number, or amount of credit assigned. Credit hours allowed for the junior college course will be determined by the accepted practice of determining course value by the number of clock-hours of instruction devoted to the course. Under no circumstances will a course be approved for more than six (6) semester hours per semester.

(2) Courses of standard nature, such as English literature, American history, trigonometry, economics, general biology, and beginner's Spanish, are acceptable.

(3) Courses similar in content and in the same field or related fields, but catalogued under different titles, are acceptable.

(4) If the "similar" course is listed as a junior-year course in the senior college catalogue, the prerequisites of the junior college course shall be comparable to the course prerequisites of the senior college course.

(5) Courses may vary in credit assigned, the credit being determined by the number of clock-hours devoted to the course. Single units, or

one-semester courses, may be keyed to full year or two-semester units of instruction. A two-semester unit in a junior college may not be keyed to a one-semester course offered in a four-year institution when the total credit value of the junior college course exceeds the credit value of the four-year college course.

(6) Two or more junior college courses may be offered as similar or like courses to a course in a four-year college only when the junior college courses are offered as alternates and when the student is prohibited from taking both courses for credit.

016. PHYSICAL EDUCATION CLASSES. (a) Physical education and physical training courses may be approved when conducted on a regular schedule with a minimum of two clock hours of activity per week.

(b) Instructors must be employed by and paid a salary directly by the college.

(c) Credit for courses in physical training shall be limited to one semester hour per course for appropriation purposes. The participation of students in intramural sports may not be substituted for approved physical training credit. When credit is allowed for participation in a major seasonal sport, the students are to be enrolled in another section of physical training or activity at the termination of the seasonal sport in order to complete the semester of required participation.

017. BIBLE CLASSES. (a) Approval of courses for State appropriation purposes in Bible history and Bible literature may be granted if no instruction of sectarian nature is included in the course. Such courses shall be taught in

a department embodying the humanities, such as social science or literature. Instructors of these courses must meet the qualifications for academic instructors, must be employed by the college on a salary basis, paid by the college and considered as a member of the regular or part-time faculty.

(b) Such courses shall be conducted on the premises owned or under the control of the college during the hours the classes are scheduled. (See Attorney General's Opinion No. 0-5037, January 22, 1943, and 0-5643, November 8, 1943.)

(c) Titles of Bible courses shall reflect historical and literature study.

(d) Courses offered in a Church-sponsored Bible Chair will not be eligible for appropriation purposes.

018. MUSIC AND ART CLASSES. (a) In courses of instrumental music and voice training, credit will be determined on the basis of two one-half hour instructional periods with six hours of practice per week for three-hour courses. Approval for appropriation purposes may be granted for students enrolled in applied music in ensemble when this instruction meets other requirements stipulated in these rules. Music courses must have a minimum of one class hour lecture per week for group instruction and a minimum of one-half hour of private instruction per week for individuals on a semester basis. Participation in marching band may not be substituted for physical training courses approved for appropriation purposes.

(b) Art courses in which individual instruction is the generally accepted practice will be governed by the same provisions set forth for instrumental music and voice instruction in Section (a).

019. NURSE EDUCATION COURSES. Courses in nurse training offered in the program of cooperative technical nurse training in the state hospitals and junior colleges may be approved for state appropriation purposes and may be taught by hospital staff members who meet the instructor's qualifications set forth in the Basic Standards for Texas Public Junior Colleges and in compliance with Rule 010 of these rules. Approval of nurse education courses shall be in compliance with Rule 015 of these rules.

020. TECHNICAL COURSES. Courses of technical nature shall be approved and offered in such manner as to assure credit to be applied toward graduation and the associate degree. Such technical courses shall have the necessary shop-laboratory hours to develop the competence and skills which are objectives of the respective courses. To be counted for state appropriation purposes, students enrolled in approved technical courses shall meet the entrance requirements as prescribed for all regular academic students.

021. RECORDS AND REPORTS. Each public junior college shall maintain complete and accurate records of all students enrolled from the time of registration to withdrawal or graduation. Such records shall be a part of the well-organized system of student accounting which is accessible and reflects the current status of all students.

022. VIOLATION OF RULES. Whenever an infraction of these rules is found, the extent and nature of the violation will be called to the attention of the president of the college and an opportunity for satisfactory adjustment will be given. When satisfactory adjustments are not made, the penalty will be

assessed to the extent of the violation, with penalty being assessed from the allocated apportionment the succeeding fiscal year.

EFFECTIVE DATE OF RULES. These rules are effective on January 1, 1976 as adopted by the board on September 1, 1966.

RULES AND REGULATIONS FOR APPROVAL OF ACADEMIC COURSES FOR STATE APPROPRIATIONS TO PUBLIC COMMUNITY COLLEGES
251.02.18

Table of Contents

Rule		Page
001.	General Provisions	1
002.	Unique Need Courses	1
003.	Compensatory (Developmental) Education Courses	1
004.	Guidelines for Obtaining Course Approval	1

RULES AND REGULATIONS FOR APPROVAL OF ACADEMIC COURSES FOR STATE APPROPRIATIONS TO PUBLIC COMMUNITY COLLEGES
251.02.18.001-004

001. GENERAL PROVISIONS. State funding should be provided for a general academic courses in a community junior college if funding is provided such a course in two or more senior institutions at the lower-division level.

002. UNIQUE NEED COURSES. Lower-division general academic courses may be added to meet the unique needs of a junior college after special review and approval of the board.

003. COMPENSATORY (DEVELOPMENTAL) EDUCATION COURSES. State funding should be provided for compensatory (developmental) education courses designed to fulfill the committment of an admissions policy allowing the enrollment of disadvantaged students.

004. GUIDELINES FOR OBTAINING COURSE APPROVAL. Criteria and procedures for obtaining course approval shall be as prescribed by, and approved courses shall be as listed in the August 1975 edition of the Coordinating Board's Course Guide Manual. Copies are available in the Coordinating Board offices.

EFFECTIVE DATE OF RULES. These rules are effective on January 1, 1976 as adopted by the board on September 9, 1970, and amended by the board on January 18, 1974.

RULES FOR OPEN-CIRCUIT TELEVISION COURSES OFFERED FOR CREDIT BY PUBLIC INSTITUTIONS OF HIGHER EDUCATION
251.02.19

Table of Contents

Rule		Page
001.	Reporting Enrollments	1
002.	Students	1
003.	Financing	1
004.	Accreditation	1
005.	Courses	1
006.	Experimental Pilot Courses	1
007.	Agreement for Providing College Credit for Students Enrolled in Television Courses at Out-of-District Locations	3

RULES FOR OPEN-CIRCUIT TELEVISION COURSES OFFERED FOR CREDIT BY PUBLIC INSTITUTIONS OF HIGHER EDUCATION
251.02.19-001-007

001. REPORTING ENROLLMENTS. All enrollments in courses offered for credit by open-circuit television, semester credit hours produced, and headcount enrollments through such courses shall be reported separately on such forms and in such manner as the staff of the Coordinating Board may prescribe.

002. STUDENTS. The students shall not be counted as part of the resident student body.

003. FINANCING. Such activities shall be financially self-sustaining through student fees, grants, and sources other than state general revenue appropriations except for approved experimental (pilot) courses as provided in Rule 006.

004. ACCREDITATION. In order to protect the accreditation of the institution concerned, the Coordinating Board recommends that each institution planning to offer open-circuit television courses for credit be required to consult with the appropriate accrediting agency.

005. COURSES. Courses to be offered on television shall be selected only from the list of approved courses.

006. EXPERIMENTAL PILOT COURSES. (a) State funding shall be available only for experimental (pilot) courses approved by the Coordinating Board.

(b) Of courses offered by instructional television, only enrollments in those courses specifically approved by the Coordinating Board for offering by instructional television are eligible for reporting for state-aid reimbursement. Institutions desiring to offer instructional television courses for state-aid reimbursement should apply to the Coordinating Board for specific prior approval of each such course. Applications should be directed to the Program Development Division.

(c) Enrollments in approved instructional television courses should be reported with and on the same dates and basis as enrollments in courses offered via other means. Applicable procedures in the July, 1975 edition of the Educational Data Reporting System for Public Community Colleges or the October, 1975 edition of the Educational Data Reporting System for Senior Colleges and Universities should be followed. Copies are available in the Coordinating Board offices.

(d) Institutions reporting enrollments in approved instructional television courses should utilize one or more of the following means of establishing student participation in such courses:

(1) Attendance at on-campus meetings(s), e.g.: Orientation, pre-testing, regularly scheduled seminar, etc.

(2) Non scheduled on-campus attendance, e.g.: viewing of programs in learning resource center, walk-in testing.

(3) Mail-in documentation, e.g.: statement of participation, pre-test or test on initial programs.

(4) Other methods as specified by the institution and agreed to in advance by the Coordinating Board.

(e) Records pertaining to student participation as outlined in Section (d)

should be maintained by the institution at least until after audit and review.

007. AGREEMENT FOR PROVIDING COLLEGE CREDIT FOR STUDENTS ENROLLED IN TELEVISION COURSES AT OUT-OF-DISTRICT LOCATIONS. (a) In cases where television broadcast facilities are located within the boundaries of a community college district, no out-of-district approval is required since students within range of the station are always free to enroll in the course through the sponsoring institution. However, some agreement (and approval) must be secured if other community colleges within range of the telecast wish to register students themselves and receive state aid but without any district involvement in the production of materials. The Coordinating Board endorses in principle such agreements as the following subject to annual review and evaluation by the participating colleges:

(1) Publicity. All televised courses will be publicized as being available to out-of-district residents "through and with the approval of" participating colleges serving locales beyond the district of the transmitting college. Brochures and study guides produced by the transmitting college will be supplied to the participating colleges at cost plus postage.

(2) Enrollment. Students not residing in the district of the transmitting college who enroll for credit in a televised course will be given the option to enroll at a local or nearby participating college instead of traveling to the transmitting college to complete the required on-campus portions of the televised courses.

(3) Tuition and Fees. Charges to enrollees for tuition and fees at any participating college will be determined by the respective college's regular fee schedule for such charges in force at the time of the student's enrollment.

(4) Reporting for State Aid Reimbursement. Student contact hours (determined in accordance with Coordinating Board guidelines) produced in televised courses will be reported by the college where the enrollment occurs and in the manner set out by the July, 1975 edition of the Educational Data Reporting System for Public Community Colleges or the October, 1975 edition of the Educational Data Reporting System for Senior Colleges and Universities should be followed. Copies are available in the Coordinating Board offices.

(5) Reimbursement to Transmitting College. By terms of the agreement between participating colleges and the transmitting college, participating colleges will reimburse the transmitting college an amount equal to 80 percent of the wtate appropriation rate per contact hour for each student contact hour produced during each regular or summer term. Payment will be made within 30 days after the official reporting date of each term.

(6) Out-of-District Approval. Although the transmitting college will not be enrolling students at out-of-district locations in the technical sense, it is anticipated that for coordination purposes each college will express, through the framework of its regional council, its willingness (or lack thereof) to participate in the plan. Approval will then be granted to the transmitting college by the Coordinating Board in a fashion similar to other regional and statewide program authorizations.

(b) Endorsement of such agreements by the Coordinating Board should not be construed as a general waiver of the Board's policy respecting the availability of state aid for instruction by television. State funding remains available only for experimental (pilot) courses.

EFFECTIVE DATE OF RULES. These rules are effective on January 1, 1976 as adopted by the board on July 21, 1969 and January 18, 1974.

UNIVERSITY OF CALIF.
LOS ANGELES
FEB 25 1977
CLEARINGHOUSE FOR
JUNIOR COLLEGES